

6 August 1954

OFFICE OF PERSONNEL MEMORANDUM NO. 1-170-1 (SUPPLEMENT 2)

SUBJECT: Functional Organization of the Office of Personnel

Rescission: Par. 2 of OFM 1-170-1 (SI) (U-51) dtd 2 July 1951

1. This will announce the activation of the Career Service Staff effective 9 July 1954. Mr. [REDACTED] is designated Chief of the Staff.

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2. The functions of the Career Service Staff are as follows:

Responsible for directing and coordinating the implementation of Agency policies in regard to acquiring and retaining membership in the Career Staff; for providing administrative and specialized professional support to the Assistant Director for Personnel in his capacity as Chairman of the CIA Career Council and as Chairman of the CIA Selection Board; for supporting the Assistant Director for Personnel in his responsibility for directing the selection program established in Regulation [REDACTED] for coordinating the determination of criteria for the evaluation of abilities, capabilities and deficiencies in order to determine an individual's suitability for selection into the Career Staff; and for providing administrative support to the CIA Honor Awards Board and such other Agency-wide boards and panels as are constituted under the aegis of the CIA Career Council. The Chief, Career Service Staff, will concurrently serve as Executive Director of the CIA Selection Board.

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[REDACTED]

George E. Malone  
Deputy Assistant Director  
for Personnel

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*All OMMs Rescinded by  
OPM 5-130.8- (B-57)  
Dated 29 April 1957*